

Approved For Release 2001/08/01 : CIA-RDP80-01826R000400070007-8

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21 AUG 1964

MEMORANDUM FOR: Director of Personnel
SUBJECT : Review of Career Management Activities
REFERENCE : Your Memo of 22 July 1964, Same Subject

1. In response to referenced memorandum, there is attached Comptroller Instruction No. 39 which is being adhered to but which requires revision; and it is intended that it will be revised within the next several months.

2. There is also attached a copy of our form "SF Career Service Board Competitive Evaluation Guide" which is utilized by our various ranking panels in developing the order of rank. Also included are attachments 1 and 2, the competitive evaluation factors and points that are utilized in developing the scoring to be entered on the form "SF Career Service Board Competitive Evaluation Guide". These are the only internal publications which have been issued by this office since we depend primarily on the Agency Personnel Policy and Procedures issuances.



R. H. FUCHS
Director of Finance

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Attachments

DOC	5	REV DATE	4 MAR 1962	BY	029 725
ORIG CLASS	5	PAGES	8	REV CLASS	C
JUST	22	NEXT REV	20/2	AUTH	MR 10-2